

**KITTERY TOWN COUNCIL**  
**February 27, 2023**  
**6:00PM**

1. Call to Order

Chair Spiller called the meeting to order at 6:00 PM.

2. Introductory

3. Pledge of Allegiance

4. Roll Call

Councilors present: Councilor Bragg, Councilor Dow, Vice Chair McGuire, Chair Spiller

Councilors absent: Councilor Hamm (Military Leave), Councilor Clark (vacation) and Councilor Stevens (work commitment)

5. Agenda Amendment and Adoption

Chair Spiller moves to add 13. h. The Kittery Town Council moves to appoint Cheryl Daly to the Diversity, Equity and Inclusion Committee for a three-year term that expires on 12/31/2026.

Chair Spiller also moves to add 13. i. The Kittery Town Council moves to appoint Niles Pinkham to the Kittery Port Authority for a five-year term that will expire on 12/31/2028.

Chair Spiller cast one vote to accept the agenda as amended.

6. Town Manager's Report

Town Manager reported on the Recruitment and Retention Package as well as the Next Phase of Communication Plan Roll Out.

Upcoming Dates:

AARP Tax Aide – Kittery Community Center

KEEP Property Tax Payment Plan Applications – available now

Freebie Barn Community Swap – February 26, 9AM – 12PM

Municipal Career Event – March 1, 4PM

Seacoast Environmental Film Festival – March 4

Shamrock Shindig – March 9, 5:30PM - 7PM

York River Partnership Stewardship Committee Applications Due – April 14

The Stigma of Substance Abuse Free Lecture – April 20, 7PM

Councilor Dow asked about the age requirements for seasonal staff for Fort Foster as well as the pay.

Town Manager responded.

Chair Spiller asked about SeeClickFix and its popularity.

Town Manager responded.

Vice Chair McGuire asked if SeeClickFix could be done on the website as well as the app.

Town Manager responded.

7. Acceptance of Previous Minutes- None

8. Interviews for the Board of Appeals and Planning Board. - None

9. All items involving the town attorney, town engineers, town employees or other town consultants or requested offices. -None

10. PUBLIC HEARINGS-None

11. DISCUSSION

- a. Discussion by members of the public (three minutes per person)
- b. Response to public comment directed to a particular Councilor
- c. Chairperson's response to public comments

12. UNFINISHED BUSINESS - None

13. NEW BUSINESS

a. Donations/gifts received for Council disposition. None

b.(020223-01) The Kittery Town Council moves to approve an application from the Kittery Outlets for their 2023 annual Sidewalk Sales Events.

Councilor Dow moves to approve, seconded by Vice Chair McGuire.

Motion passes 4-0-0

c. (020223-02) The Kittery Town Council moves to approve an application from Millennium Running for their annual Eastern States Road Race event to be held on March 26, 2023.

Councilor Dow moves to approve, seconded by Vice Chair Dow.

Motion passes 4-0-0

d. (020223-03) The Kittery Town Council moves to appoint William Peirce to the Housing Committee for a three-year term to expire December 31, 2026.

Vice Chair McGuire moves to appoint William Pierce to the Housing Committee for a three-year term, expiring on December 31, 2026, seconded by Councilor Bragg.

Motion passes 4-0-0

- e. (020223-04) The Kittery Town Council moves to approve a pole relocation application from Central Maine Power for the corner of Dennett Road and Ranger Road.

Vice Chair moves to approve the relocation, seconded by Councilor Bragg.

Motion passes 4-0-0

- f. (020223-05) The Kittery Town Council moves to create the Youth Recreation Ad Hoc Committee.

Councilor Bragg moves to create the Committee, seconded by Councilor Dow.

Councilor Dow thanked Councilor Bragg for her dedication to the Youth in our community.

Chair Spiller read a statement from Councilor Hamm who reported that he does think that the committee and skate park are a good idea but what the Youth really need in the community is affordable housing so they can afford to live here as they get older. He also reported that he believes the number of students on the committee should be increased.

Chair Spiller commented that if the Committee does decide to pursue a skate park, that they find a non-residential neighborhood in which to build it due to the noise levels they create.

Motion passes 4-0-0

- g. (020223-06) The Kittery Town Council moves to designate the Climate Adaptation Committee as the Climate Action Plan Task Force.

Chair Spiller moves to designate the Climate Adaptation Committee as the Climate Action Plan Task Force, seconded by Vice Chair McGuire.

Councilor Dow asked what the purpose behind this was and if the Committee would still exist. Chair Spiller responded.

Motion passes 4-0-0

- h. The Kittery Town Council moves to appoint Cheryl Daly to the Diversity, Equity and Inclusion Committee for a three-year term that expires on 12/31/2026.

Councilor Dow moved to appoint Cheryl Daly, seconded by Vice Chair McGuire.

Motion passes 4-0-0

- i. The Kittery Town Council moves to appoint Niles Pinkham to the Kittery Port Authority for a five-year term that will expire on 12/31/2028.

Vice Chair moved to appoint Niles Pinkham, seconded by Councilor Dow.  
Motion passes 4-0-0

#### 14. COUNCILOR ISSUES OR COMMENTS

Chair Spiller read a statement from Councilor Hamm. He reported that he stands with Portsmouth, NH and their zero tolerance for hate based attacks. He also reported that in order to make all welcome in our town we need to provide more affordable housing.

Councilor Bragg stated that she is excited to work on the Ad Hoc team and that she will be scheduling the first brainstorming meeting sometime this month. She stated that it is very important to make the youth feel important and heard.

Councilor Dow asked the best way for residents to apply to be involved in the Ad Hoc committee.  
Councilor Bragg responded.

Vice Chair McGuire stated that he is serving on the Kittery Block Party Committee and that they are seeking business sponsors as well as volunteers for the event. He also noted that he too stands for the folks in Portsmouth in their stand against hate.

Chair Spiller stated that she spent time at Traip Academy with an instructor and they were brainstorming a combined effort between the Climate Adaptation Committee and one of the classes, a project surrounding climate change, specifically flooding. She stated that she is very impressed by the students work.

#### 15. COMMITTEE AND OTHER REPORTS

##### a. Communications from the Chairperson

Chair Spiller stated that Blue Ocean Society reported that they accomplished 22 beach clean ups last year, 3 of which were in Kittery.

##### b. Committee Reports

#### 16. EXECUTIVE SESSION

#### 17. ADJOURNMENT

Motion to adjourn made by Vice Chair McGuire at 6:34 PM, seconded by Councilor Bragg.  
All were in favor.

Submitted by Jennifer Wheeler

Disclaimer: The following minutes constitute the author's understanding of the meeting. Whilst every effort has been made to ensure the accuracy of the information, the minutes are not intended as a verbatim transcript of comments at the meeting, but a refer to the video of the

meeting on the Town of Kittery website.